

# MAYOR & COUNCIL AGENDA COVER SHEET

**MEETING DATE:**

January 16, 2007

**CALL TO PODIUM:**

Tony Tomasello  
Assistant City Manager

**RESPONSIBLE STAFF:**

Greg Ossont , Director  
Planning & Code Administration

Cindy Hines, Olde Towne  
Revitalization Coordinator

**AGENDA ITEM:**

(please check one)

	Presentation
	Proclamation/Certificate
	Appointment
	Public Hearing
	Historic District
	Consent Item
	Ordinance
X	Resolution
	Policy Discussion
	Work Session Discussion Item
	Other:

**PUBLIC HEARING HISTORY:**

(Please complete this section if agenda item  
is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

**TITLE:**

Resolution of the Mayor and City Council Authorizing the City Manager to Negotiate and Execute a Contract for Commercial Real Estate Consulting Services (\$146,760)

**SUPPORTING BACKGROUND:**

City staff, anticipating the solicitation of development proposals for the "Y" site and 315 East Diamond Avenue, developed and distributed a Request for Qualifications (RFQ) for Real Estate Consulting Services in September 2006. Under this RFQ, the City sought to identify qualified vendors to provide commercial real estate consulting services including (but not limited to):

- Development of processes and timelines, appraisal and valuation of parcels, environmental assessments, surveys and review of deeds
- Development of market-driven Request for Proposal (RFP) documents and distribution to a broad network of potential purchasers/developers
- Development of evaluation and ranking criteria

A staff team reviewed the five resulting proposals on the basis of specialized experience and technical competence, firm and personnel qualifications, experience with complex urban development projects in the Washington, D.C. region and experience working with local government agencies.

Subsequently, the following two firms were asked to submit a schedule of fees and a maximum contract price –

Jones, Lang, LaSalle      \$230,000

The Staubach Company      \$146,760

Following a review of all information, staff recommends awarding the contract to The Staubach Company.

**DESIRED OUTCOME:**

Vote on Resolution

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE MAYOR AND CITY COUNCIL AUTHORIZING  
THE CITY MANAGER TO NEGOTIATE AND EXECUTE A CONTRACT  
FOR COMMERCIAL REAL ESTATE CONSULTING SERVICES

WHEREAS, implementation of the Olde Towne Master Plan is one of the City's priority Strategic Directions; and

WHEREAS, the Strategic Direction states that the City will actively pursue development and redevelopment opportunities in Olde Towne; and

WHEREAS, City staff, anticipating the solicitation of development proposals for City-owned properties including the "Y" site and 315 East Diamond Avenue, developed and distributed a Request for Qualifications (RFQ) for Real Estate Consulting Services in September 2006; and

WHEREAS, under this RFQ, the City sought to identify qualified vendors to provide commercial real estate consulting services to assist in the solicitation of such development proposals; and

WHEREAS, The Staubach Company has been selected by staff as the most highly qualified respondent:

NOW, THEREFORE, BE IT RESOLVED, that the City Manager is immediately authorized to negotiate and execute a contract for commercial real estate consulting services with The Staubach Company, 575 7<sup>th</sup> Street, NW, Suite 400, Washington, DC 20004, in the amount of One Hundred Forty-Six Thousand Seven Hundred Sixty Dollars (\$146,760); said funds to be expended from the Capital Improvements Budget.

ADOPTED by the City Council on this 16th day of January, 2007.

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SIDNEY A. KATZ, Mayor and  
President of the Council

THIS IS TO CERTIFY that the foregoing  
Resolution was adopted by the City Council  
in public meeting assembled on the 16th day  
of January, 2007.

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David B. Humpton, City Manager